



# Dane Co 2006 Third Program Year CAPER The CPMP Dane Co 2006 Third Consolidated Annual Performance and Evaluation

Report includes Narrative Responses to CAPER questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

The grantee must submit an updated Financial Summary Report (PR26).

## GENERAL

### Executive Summary

This module is optional but encouraged. If you choose to complete it, provide a brief overview that includes major initiatives and highlights that were proposed and executed throughout the first year.

Program Year 3 CAPER Executive Summary response:

In 2006, Dane County had many significant accomplishments. There continued to be high demand for the homeownership programs, resulting in a total of 35 single family housing units being purchased by low income households in programs administered by the Dane County Housing Authority and Movin' Out. Habitat for Humanity purchased 1 lot to construct 3 duplex units in the Village of Oregon and 1 lot in the City of Sun Prairie to construct 6 condominium units to be sold to low income households at 60% area median income. Significant progress was made in implementing the benchmarks in the Town of Madison Neighborhood Revitalization Strategy Area. The job creation goals were met for the CDBG-funded portion of the Novation Campus, one privately funded commercial building and two car dealerships were completed resulting in more jobs for low income persons. A 16-unit facility providing permanent housing for formerly homeless persons with developmental disabilities was completed and fully occupied. Public service activities funded under the 2006 Action Plan also exceeded its goal of assisting low income persons.

### General Questions

1. Assessment of the one-year goals and objectives:
  - a. Describe the accomplishments in attaining the goals and objectives for the reporting period.
  - b. Provide a breakdown of the CPD formula grant funds spent on grant activities for each goal and objective.

- c. If applicable, explain why progress was not made towards meeting the goals and objectives.
2. Describe the manner in which the recipient would change its program as a result of its experiences.
3. Affirmatively Furthering Fair Housing:
  - a. Provide a summary of impediments to fair housing choice.
  - b. Identify actions taken to overcome effects of impediments identified.
4. Describe Other Actions in Strategic Plan or Action Plan taken to address obstacles to meeting underserved needs.
5. Leveraging Resources
  - a. Identify progress in obtaining "other" public and private resources to address needs.
  - b. How Federal resources from HUD leveraged other public and private resources.
  - c. How matching requirements were satisfied.

Program Year 3 CAPER General Questions response:

1A: For 2006 we were able to accomplish a significant portion of our goals and objectives. Priorities included: housing ownership opportunities, ending homeless activities, paratransit activities for youth and seniors, economic development activities, services to LMI individuals and families, planning activities, fair housing activities.

1B: Below is a breakdown of our 2006 funding allocation based upon our goals and objectives:

housing ownership	26%
housing rehabilitation	9%
economic development	5%
community center	44%
public services	5%
administration	11%

1C: There were no barriers preventing our stated goals and objectives.

2. There are not any specific areas that can be identified as needing change.

3A. Below is a summary of impediments to fair housing choice in Dane County: Misunderstandings about the nature of fair housing problems: the need to recognize that discrimination is a problem; the need for education of housing providers; the need for education of housing consumers; and the need for local enforcement of fair housing laws.

Need for better information and communication on fair housing issues regarding: difficulty in understanding terminology; rights and responsibilities of housing consumers and providers; the need to provide better information to decision makers; and conflicts between code enforcement and fair housing enforcement.

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High demand for housing and high cost of housing result in multiple challenges: high rate of growth and attendant problems; difficulties experienced by first-time and lower-income homebuyers; state and federal programs that are not attuned to the cost structure of the suburbs; and increased housing costs due to local regulations, taxes and fees.

Resistance to affordable housing: resistance to change; emphasis on low-density development; and multiple units of local government with varying housing related policies and practices.

3B In 2006, Dane County entered into a \$10,000 contract with the Fair Housing Center of Greater Madison (FHCGM) to provide fair housing services. During the year, under the County's contract, FHCGM received 12 complaints and allegations of illegal housing discrimination as described in the County Fair Housing Ordinance. These complaints alleged discrimination based on a variety of protected classes such as race, color, national origin, religion, sex, mental illness, ancestry, arrest or conviction record, physical appearance, political beliefs, student status, military discharge status and family status. No complaints were received in the mortgage lending or homeowners insurance markets.

Under the grant, FHCGM conducted intake and investigation of complaints of housing discrimination. During 2006, FHCGM structured 3 testing investigations into illegal housing discrimination in Dane County.

Discussions with the Wisconsin Equal Rights Division indicated that 31 new housing discrimination complaints were filed in 2006 in Dane County. No information was available as to the disposition of the complaints, however, as most are still in process.

A total of 38 complaints were resolved in 2006 as follows:

10 were dismissed not taken; 2 were dismissed for lack of jurisdiction; 2 were dismissed for other reasons; 13 were dismissed for no probable cause; and 1 was dismissed for failure to cooperate. The contact at the Wisconsin Equal Rights Division did not have any information about the remaining 10 complaints.

Education and outreach was provided to a total of 109 persons in 2006, which included the following topics:

- Purposes and provisions of local, state and federal fair housing laws
- Contemporary forms of illegal discrimination in the housing market
- Remedies available to people who have experienced illegal housing discrimination
- How complaints are investigated

In 2006, FHCGM provided 15 instances of technical assistance to 78 individuals providing clarification on fair housing laws, information on legal and/or administrative interpretation of the laws, information on the nature and extent of illegal housing discrimination, and demographic data.

Dane County is active in the First Time Home Buyer Round Table, through membership on the Board of Directors and a major sponsorship of its annual fair each April. The annual fair gives CDBG staff the opportunity to engage the public,

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answer questions, promote housing opportunities, and reduce housing barriers to LMI persons and their families. As language can be a barrier to affordable housing, in 2006 the Round Table offered a Spanish first-time homebuyer curriculum. Centro Hispano and the Dane County Housing Authority were consulted in its development. Graduates of the Spanish first-time homebuyer classes received a completion certificate that entitled them to mortgage downpayment assistance under the Dane County Homebuyer Assistance Program and various WHEDA programs. Interpreter services were provided to the Hmong population at the 2006 fair.

In 2006, a total of 6 households who are racial/ethnic minorities (3) or persons with disabilities (3) were assisted in obtaining home ownership through various HOME- and CDBG-funded projects in Dane County's program.

4.Actions taken to address obstacles for other unmet needs include:

Homelessness: Dane County is an active participant in the Dane County Continuum of care and was involved in drafting the 10-Year Plan to End Homelessness. In addition, funding is provided to Community Action Coalition to provide services and training to homeless individuals and families.

HOME subrecipients are required to perform outreach to community members who would be least likely to apply for the specified housing programs. Dane County funded 5 agencies to provide paratransit services to youth and elderly residents. This program is a highly utilized program in Dane County.

5A & B: Dane County's progress in obtaining other public and private resources to address needs has been successful. Our 2006 subrecipient awards for housing and economic development activities funded a percentage of the actual project costs, leveraging funds from private resources to fill the gap.

C: Matching requirements were satisfied by the use of non-federal funds being used in conjunction with federal funds. We require our facade program to generate a matching amount of 100%. This is documented in the participating community's office and monitored by Dane County staff.

## **Managing the Process**

1. Describe actions taken during the last year to ensure compliance with program and comprehensive planning requirements.

Program Year 3 CAPER Managing the Process response:

In May 2006, Dennison Associates, Inc. under a technical assistance contract with HUD, provided two-day training on HOME basics to Dane County subrecipients/staff and CHDO's as well as staff/CHDO's from the State of Wisconsin, City of Madison, and staff from the City of LaCrosse. Topics included eligible programs and activities under the HOME program as well as administrative requirements and monitoring. The two-day training was very well received by those in attendance.

Technical assistance was provided throughout the year on an individual basis both in person and by phone to all subrecipients and CHDO's.

On-site HOME monitoring was conducted in May 2006 for the following agencies: Dane County Housing Authority, Habitat for Humanity of Dane County, Movin' Out, and Project Home. No findings or concerns were noted.

On-site CDBG monitoring was conducted in December 2006 for the following agencies: Boys and Girls Club of Dane County, Dane County Human Services – Allied Drive Self-sufficiency and Paratransit programs, Independent Living, and Wisconsin Women's Business Initiative Corporation. No findings or concerns were noted.

## **Citizen Participation**

1. Provide a summary of citizen comments.
2. In addition, the performance report provided to citizens must identify the Federal funds made available for furthering the objectives of the Consolidated Plan. For each formula grant program, the grantee shall identify the total amount of funds available (including estimated program income), the total amount of funds committed during the reporting period, the total amount expended during the reporting period, and the geographic distribution and location of expenditures. Jurisdictions are encouraged to include maps in describing the geographic distribution and location of investment (including areas of minority concentration). The geographic distribution and expenditure requirement may also be satisfied by specifying the census tracts where expenditures were concentrated.

\*Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.

Program Year 3 CAPER Citizen Participation response:

A legal notice was published in the *Wisconsin State Journal* on March 1, 2007 notifying the public that a public hearing on the County's 2006 performance would be held on March 8, 2007 and that written comments would be accepted until March 30, 2007. No members of the public attended the March 8, 2007 public hearing and no written comments were received by the March 30, 2007 deadline.

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The performance report provided to citizens does identify the Federal funds made available for further the objectives and outcomes of the Consolidated Plan. Dane County has identified the total amount of funds available (including estimated program income), the total amount of funds committed during the reporting period, and the geographic distribution and location of expenditures.

## **Institutional Structure**

1. Describe actions taken during the last year to overcome gaps in institutional structures and enhance coordination.

Program Year 3 CAPER Institutional Structure response:

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The County Executive's Office worked closely with CDBG staff, the appointed 13-member CDBG Commission, the elected 37 member Board of Supervisors, and local officials in the 54 participating communities to implement the Consolidated Plan and 2006 Action Plan. This involved written communication with these entities as well as direct communication. The County expects to add one more participating community (the Village of Dane) in 2007, bringing this total to 55 participating communities.

## Monitoring

1. Describe how and the frequency with which you monitored your activities.
2. Describe the results of your monitoring including any improvements.

### 3. Self Evaluation #16 Self Evaluation 6/4/07

- a. Describe the effect programs have in solving neighborhood and community problems.

The high cost of housing is one of Dane County's problems. By using CDBG, HOME and ADDI funds we were able to provide housing for low income persons at 60% MFI in the Habitat for Humanity and Movin' Out projects and those at 80% MFI for the Dane County Housing Authority.

- b. Describe progress in meeting priority needs and specific objectives and help make community's vision of the future a reality.

Dane County has exceeded its priority needs in providing homeownership opportunities to low income persons. Of course there is never enough funding available to assist everyone. We did provide funding to Porchlight to assist in the development of special needs housing for formerly homeless persons with developmental disabilities. The provision of special needs housing is another one of our priority needs.

- c. Describe how you provided decent housing and a suitable living environment and expanded economic opportunity principally for low and moderate-income persons.

See a and b above. Dane County has provided commercial revitalization loans to businesses that create jobs for low income persons. It also funded business training geared toward creating minority microbusinesses.

- d. Indicate any activities falling behind schedule.

Even though housing prices have not appreciated in the last year, it still is difficult to place low income persons with disabilities in single family housing, one of the objectives of the Movin' Out program. Many of these individuals have extremely low incomes and even with the \$30,000 Dane County provides for mortgage downpayment assistance and layering other sources of funding, often it is not enough to place an individual in home ownership.

- e. Describe how activities and strategies made an impact on identified needs.

We are seeing positive results in our NRSA area in the Town of Madison. All 100 jobs that were proposed have been created and business development is continuing in the adjacent area. The extension of East Badger Road has helped make this area more accessible and encouraged other business development. Housing rehabilitation is planned in the NRSA area and a community center is proposed.

- f. Identify indicators that would best describe the results. They are as follows: job creation, construction/rehabilitation of housing units.

- g. Identify barriers that had a negative impact on fulfilling the strategies and overall vision.

Lack of funding is the only barrier that makes it difficult to fulfill the strategies and overall vision.

- h. Identify whether major goals are on target and discuss reasons for those that are not on target.

With the exception of the development of rental housing, our other goals are on target. There has been a very soft market in the rental industry the past few years that was not envisioned when the Consolidated Plan was first drafted.

- i. Identify any adjustments or improvements to strategies and activities that might meet your needs more effectively.

At this point, we are on the last years of our current Consolidated Plan. We will assess improvements to strategies and activities in the development of our next Consolidated Plan.

Program Year 3 CAPER Monitoring response:

After conducting a risk analysis in 2006, the following CDBG subrecipients were monitored in 2006: Boys and Girls Club of Dane County, Dane County Department of Human Services (Paratransit and Allied Drive Self-Sufficiency), Independent Living, and Wisconsin Women's Business Initiative Corporation. No concerns or findings were noted. All of the HOME subrecipients/CHDO's were monitored in 2007: Dane County Housing Authority, Habitat for Humanity, Movin' Out, and Project Home. No findings or concerns were noted.

Monitoring #10 6/4/07

Dane County has developed a spreadsheet listing its Consolidated Plan goals and objectives. Each year actual performance is compared to the spreadsheet.

## **Lead-based Paint**

1. Describe actions taken during the last year to evaluate and reduce lead-based paint hazards.

Program Year 3 CAPER Lead-based Paint response:  
CDBG staff continues to coordinate with Dane County environmental staff on lead based paint issues. No lead hazard issues were identified in any 2006 CDBG or HOME funded projects.

## HOUSING

### Housing Needs

\*Please also refer to the Housing Needs Table in the Needs.xls workbook.

1. Describe Actions taken during the last year to foster and maintain affordable housing.

Program Year 3 CAPER Housing Needs response:  
In 2006 the following projects were supported in an effort to foster and maintain affordable housing in Dane County:

Dane County provided funding to the Dane County Housing Authority to provide homebuyer counseling throughout the year to prospective homebuyers. In order to take advantage of first-time homebuyer loans that were also funded by Dane County, homebuyers were required to complete six hours of training and obtain a certificate of completion. Post counseling is also provided on an as-needed basis. Dane County also provided funding to Movin' Out to enable homebuyers with a disability to purchase a home. Both pre home purchase and post home purchase counseling are provided to applicants. Single family home owners who receive rehab assistance through Project Home's Dane County single family rehabilitation program also receive advice as to how to maintain their homes.

### Specific Housing Objectives

1. Evaluate progress in meeting specific objective of providing affordable housing, including the number of extremely low-income, low-income, and moderate-income renter and owner households comparing actual accomplishments with proposed goals during the reporting period.
2. Evaluate progress in providing affordable housing that meets the Section 215 definition of affordable housing for rental and owner households comparing actual accomplishments with proposed goals during the reporting period.
3. Describe efforts to address "worst-case" housing needs and housing needs of persons with disabilities.

Program Year 3 CAPER Specific Housing Objectives response:  
1.This information can be found in the 2006 activity summary report.

2. In 2006, Dane County provided Habitat for Humanity \$190,000 in funding to purchase a lot for the construction of 6 condominium units in Sun Prairie and 3 duplex units in Oregon (6 homes) that will be sold to LMI families at or below 60% of the area median income. Community Action Coalition was provided a grant of \$60,000 for the eviction prevention program, the Dane County Housing Authority was awarded \$184,000 to assist LMI families and individuals to purchase homes throughout Dane County. Independent Living was awarded \$54,000 to prevent the eviction of elderly Dane County residents who were on the Section 8 waiting list.

3. The worst case housing needs were individuals with disabilities. A total of \$180,000 was provided to Movin' Out to counsel individuals with disabilities and to provide mortgage downpayment assistance. Many of these individuals had incomes of 40-60% AMI.

## **Public Housing Strategy**

1. Describe actions taken during the last year to improve public housing and resident initiatives.

Program Year 3 CAPER Public Housing Strategy response:

The Dane County Housing Authority (DCHA) continues to make improvements to public housing units through remodeling and repair. Additionally DCHA works with public housing unit residents to ensure that operations run smoothly for all persons involved.

## **Barriers to Affordable Housing**

1. Describe actions taken during the last year to eliminate barriers to affordable housing.

Program Year 3 CAPER Barriers to Affordable Housing response:

In 2006 the following actions were taken to reduce the barriers to affordable housing:

Staff is a member of the Board of the First-time Home Buyers Round Table of Dane County. The goal of this group is to provide affordable housing options to LMI Dane County residents purchasing their first home. Each year a first-time homebuyers fair is held to provide one stop access for prospective buyers. Prospective buyers are able to learn about affording housing opportunities in Dane County, have a free credit report with scores run, obtain credit counseling if necessary, meet with lenders, and home inspectors. The membership of this organization is comprised of non-profits, governmental agencies, realtors, lenders, home inspection services, and local credit unions. Dane County is also a member of the Continuum of Care that provides services and housing to homeless individuals and families throughout Dane County. A Ten Year Plan to End Homelessness was prepared.

## **HOME/ American Dream Down Payment Initiative (ADDI)**

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1. Assessment of Relationship of HOME Funds to Goals and Objectives
  - a. Evaluate progress made toward meeting goals for providing affordable housing using HOME funds, including the number and types of households served.
2. HOME Match Report
  - a. Use HOME Match Report HUD-40107-A to report on match contributions for the period covered by the Consolidated Plan program year.
3. HOME MBE and WBE Report
  - a. Use Part III of HUD Form 40107 to report contracts and subcontracts with Minority Business Enterprises (MBEs) and Women's Business Enterprises (WBEs).
4. Assessments
  - a. Detail results of on-site inspections of rental housing.
  - b. Describe the HOME jurisdiction's affirmative marketing actions.
  - c. Describe outreach to minority and women owned businesses.

Program Year 3 CAPER HOME/ADDI response:

In 2006, progress was made in meeting the housing goals and objectives of the 2004-2008 Consolidated Plan. The following is a summary of programs and units of affordable housing that were created in 2006:

Dane County Housing Authority (DCHA) – First Time Homebuyer assistance - \$302,403 expended for the purpose of creating 31 single family affordable housing units.

Movin' Out – 1<sup>st</sup> Time Homebuyer assistance primarily for persons with disabilities and their families - \$136,909 expended for the creation of 4 single family affordable housing units.

Habitat for Humanity of Dane County – land acquisition for the construction of affordable housing - \$190,000 expended to purchase land to construct 3 duplex units (6 homes) in Oregon and 6 condominium units in Sun Prairie.

The HOME match and Section 3 reports will be mailed separately.

Dane County advertised in the *Madison Times* and *La Comunidad* in order to reach minority and women owned businesses. Tenants in public housing units have been encouraged to establish new businesses both by outreach by our Equal Opportunity Department and by a business development agency that we fund, the Wisconsin Women's Business Initiative, Inc. This non-profit has extensive contacts and networks. Dane County requires developers of new housing over 5 units to submit an affirmative marketing plan.

## HOMELESS

### Homeless Needs

\*Please also refer to the Homeless Needs Table in the Needs.xls workbook.

1. Identify actions taken to address needs of homeless persons.
2. Identify actions to help homeless persons make the transition to permanent housing and independent living.
3. Identify new Federal resources obtained from Homeless SuperNOFA.

Program Year 3 CAPER Homeless Needs response:

Actions taken by Dane County to address the needs of homeless persons in Dane County are as follows:

1.
  - The funding of Community Action Coalition for providing services to homeless persons in Dane County. Intensive Case Management has allowed persons to re-establish residency in Dane County.
  - Dane County is involved in the Continuum of Care that meets monthly to collaborate of the issue of homelessness.
  - Dane County provided grant funding for Porchlight Inc. to assist in the development of a 16-unit rental building for developmentally disabled adults in the Town of Madison NRSA. Completed in 2006, this project houses 16 extremely low-income persons who have experienced homelessness.
  - Dane County's Paratransit program has provided needed transportation to LMI individuals throughout the county. This allows homeless adults and children to attend required services.
2. Dane County funded Community Action Coalition to provide intensive case management, life skills training, and home establishment to homeless persons in Dane County. Funding was also used for homeless prevention and housing skills through Dane County Human Services for the Allied Drive area.
3. Dane County does not directly apply for SuperNofa funding or other funding aimed at assisting homeless persons. The City of Madison, located in Dane County, is the main contact entity for the area.

### Specific Homeless Prevention Elements

1. Identify actions taken to prevent homelessness.

Program Year 3 CAPER Specific Housing Prevention Elements response:

Actions taken in 2006 to prevent homelessness included: funding the Community Action Coalition and Dane County Paratransit programs to assist persons in maintaining their homes, finding a new home and providing transportation to employment training or for childcare so that a family could maintain their employment.

## Emergency Shelter Grants (ESG)

1. Identify actions to address emergency shelter and transitional housing needs of homeless individuals and families (including significant subpopulations such as those living on the streets).
2. Assessment of Relationship of ESG Funds to Goals and Objectives
  - a. Evaluate progress made in using ESG funds to address homeless and homeless prevention needs, goals, and specific objectives established in the Consolidated Plan.
  - b. Detail how ESG projects are related to implementation of comprehensive homeless planning strategy, including the number and types of individuals and persons in households served with ESG funds.
3. Matching Resources
  - a. Provide specific sources and amounts of new funding used to meet match as required by 42 USC 11375(a)(1), including cash resources, grants, and staff salaries, as well as in-kind contributions such as the value of a building or lease, donated materials, or volunteer time.
4. State Method of Distribution
  - a. States must describe their method of distribution and how it rated and selected its local government agencies and private nonprofit organizations acting as subrecipients.
5. Activity and Beneficiary Data
  - a. Completion of attached Emergency Shelter Grant Program Performance Chart or other reports showing ESGP expenditures by type of activity. Also describe any problems in collecting, reporting, and evaluating the reliability of this information.
  - b. Homeless Discharge Coordination
    - i. As part of the government developing and implementing a homeless discharge coordination policy, ESG homeless prevention funds may be used to assist very-low income individuals and families at risk of becoming homeless after being released from publicly funded institutions such as health care facilities, foster care or other youth facilities, or corrections institutions or programs.
  - c. Explain how your government is instituting a homeless discharge coordination policy, and how ESG homeless prevention funds are being used in this effort.

Program Year 3 CAPER ESG response:

N/A

## COMMUNITY DEVELOPMENT

### Community Development

\*Please also refer to the Community Development Table in the Needs.xls workbook.

1. Assessment of Relationship of CDBG Funds to Goals and Objectives

- a. Assess use of CDBG funds in relation to the priorities, needs, goals, and specific objectives in the Consolidated Plan, particularly the highest priority activities.
  - b. Evaluate progress made toward meeting goals for providing affordable housing using CDBG funds, including the number and types of households served.
  - c. Indicate the extent to which CDBG funds were used for activities that benefited extremely low-income, low-income, and moderate-income persons.
2. Changes in Program Objectives
    - a. Identify the nature of and the reasons for any changes in program objectives and how the jurisdiction would change its program as a result of its experiences.
3. Assessment of Efforts in Carrying Out Planned Actions
    - a. Indicate how grantee pursued all resources indicated in the Consolidated Plan.
    - b. Indicate how grantee provided certifications of consistency in a fair and impartial manner.
    - c. Indicate how grantee did not hinder Consolidated Plan implementation by action or willful inaction.
4. For Funds Not Used for National Objectives
    - a. Indicate how use of CDBG funds did not meet national objectives.
    - b. Indicate how did not comply with overall benefit certification.
5. Anti-displacement and Relocation – for activities that involve acquisition, rehabilitation or demolition of occupied real property
    - a. Describe steps actually taken to minimize the amount of displacement resulting from the CDBG-assisted activities.
    - b. Describe steps taken to identify households, businesses, farms or nonprofit organizations who occupied properties subject to the Uniform Relocation Act or Section 104(d) of the Housing and Community Development Act of 1974, as amended, and whether or not they were displaced, and the nature of their needs and preferences.
    - c. Describe steps taken to ensure the timely issuance of information notices to displaced households, businesses, farms, or nonprofit organizations.
6. Low/Mod Job Activities – for economic development activities undertaken where jobs were made available but not taken by low- or moderate-income persons
    - a. Describe actions taken by grantee and businesses to ensure first consideration was or will be given to low/mod persons.
    - b. List by job title of all the permanent jobs created/retained and those that were made available to low/mod persons.
    - c. If any of jobs claimed as being available to low/mod persons require special skill, work experience, or education, provide a description of steps being taken or that will be taken to provide such skills, experience, or education.
7. Low/Mod Limited Clientele Activities – for activities not falling within one of the categories of presumed limited clientele low and moderate income benefit
    - a. Describe how the nature, location, or other information demonstrates the activities benefit a limited clientele at least 51% of whom are low- and moderate-income.
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8. Program income received
  - a. Detail the amount of program income reported that was returned to each individual revolving fund, e.g., housing rehabilitation, economic development, or other type of revolving fund.
  - b. Detail the amount repaid on each float-funded activity.
  - c. Detail all other loan repayments broken down by the categories of housing rehabilitation, economic development, or other.
  - d. Detail the amount of income received from the sale of property by parcel.
9. Prior period adjustments – where reimbursement was made this reporting period for expenditures (made in previous reporting periods) that have been disallowed, provide the following information:
  - a. The activity name and number as shown in IDIS;
  - b. The program year(s) in which the expenditure(s) for the disallowed activity(ies) was reported;
  - c. The amount returned to line-of-credit or program account; and
  - d. Total amount to be reimbursed and the time period over which the reimbursement is to be made, if the reimbursement is made with multi-year payments.
10. Loans and other receivables
  - a. List the principal balance for each float-funded activity outstanding as of the end of the reporting period and the date(s) by which the funds are expected to be received.
  - b. List the total number of other loans outstanding and the principal balance owed as of the end of the reporting period.
  - c. List separately the total number of outstanding loans that are deferred or forgivable, the principal balance owed as of the end of the reporting period, and the terms of the deferral or forgiveness.
  - d. Detail the total number and amount of loans made with CDBG funds that have gone into default and for which the balance was forgiven or written off during the reporting period.
  - e. Provide a List of the parcels of property owned by the grantee or its subrecipients that have been acquired or improved using CDBG funds and that are available for sale as of the end of the reporting period.
11. Lump sum agreements
  - a. Provide the name of the financial institution.
  - b. Provide the date the funds were deposited.
  - c. Provide the date the use of funds commenced.
  - d. Provide the percentage of funds disbursed within 180 days of deposit in the institution.
12. Housing Rehabilitation – for each type of rehabilitation program for which projects/units were reported as completed during the program year
  - a. Identify the type of program and number of projects/units completed for each program.
  - b. Provide the total CDBG funds involved in the program.
  - c. Detail other public and private funds involved in the project.

13. Neighborhood Revitalization Strategies – for grantees that have HUD-approved neighborhood revitalization strategies
  - a. Describe progress against benchmarks for the program year. For grantees with Federally-designated EZs or ECs that received HUD approval for a neighborhood revitalization strategy, reports that are required as part of the EZ/EC process shall suffice for purposes of reporting progress.

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There are no parcels of property owned by Dane County or its subrecipients that have been acquired or improved using CDBG funds and that are available for sale as of 12/31/06.

Program Year 3 CAPER Community Development response:

Priority #1 Provide assistance to enable low to very low income prospective homebuyers to purchase single family housing units – 5 year objective 75

In 2006, Dane County funded two separate projects with CDBG and HOME funds to implement this priority. A total of 35 homebuyers received funding to purchase single family housing units. We will exceed our objective of 75 during the 5-year period of the Consolidated Plan.

Priority #2 In 2006, land was acquired to construct 12 single units that will be occupied by 12 LMI households at 60% AMI. 5 year objective – 40. We expect to meet the objective of 40 during the 5-year period of the Consolidated Plan.

Priority #3 In 2006, a total of 60 minor and major single family home rehabilitation projects were completed. 5 year objective – 20. We have exceeded our Consolidated Plan objective.

Priority #4 Encourage the rehabilitation of low income renter occupied housing units – 5 year objective – 20. Under the Project Home NOAH program, 2 low income renter occupied units were completed in 2006. We will continue to rehabilitate similar rental units under the NOAH program although it is unlikely we can meet the 20 unit objective in the 5-year period of the Consolidated Plan. Our rental market is still soft in Dane County, there are a number of condo conversions, and not a high need for additional rental units.

Priority #5 Encourage the construction of rental housing units for low and moderate income persons – 5 year objective – 40.

No progress was made in implementing this priority in 2006. Due to the low demand for rental housing in Dane County, we will re-assess the situation in future years and decide whether we can implement this priority.

Priority #6 Provide needed services for the homeless including case management, credit counseling, and mobility counseling - 5 year objective – provide 4,800 hours of case management services for homeless families and 5,600 hours of case management services for individuals. Also provide credit and mobility counseling to 200 individuals.

In 2006, Dane County made good progress in implementing this priority, which will be funded by CDBG throughout the 5-year period of the Consolidated Plan. A total of 40 persons were assisted in 2006. We should meet the client hour goals for case management, credit counseling, and mobility counseling.

Priority #7 Encourage the development of housing for elderly requiring supportive services – 5 year objective – 10.

No progress was made in 2006 in implementing this priority. Implementation of this priority will be evaluated in future years.

Priority #8 Provide assistance to complete infrastructure and other improvements in the approved NRSA area in the Town of Madison.

Construction of a 16-unit rental building was completed in 2006 to provide developmentally disabled adults permanent housing. Supportive services are provided.

Priority #9 Provide assistance to rehabilitate downtown commercial facades - 5 year objective – 40

In 2006, assistance was provided to rehabilitate 2 downtown commercial facades. The County will fully implement this priority during the 5-year period of the Consolidated Plan.

Priority #10 – Provide assistance for small businesses – 5 year objective 40

In 2006, 126 small businesses were assisted through the Wisconsin Women's Business Initiative Corporation. The 5 year objective was exceeded.

Priority #11 – Provide assistance for commercial revitalization, mainly larger businesses – 5 year objective – 15

No new businesses were assisted in 2006, although several are in process in 2007. This 5-year objective may need to be revised downward.

Priority #12 – Provide assistance to agricultural-related businesses – 5 year objective 15

Two contracts were awarded in 2006 to agricultural-related businesses, one to develop a prototype of a portable bio diesel fuel generating machine and the other to develop a food cooperative in Stoughton. Both these contracts were awarded in late 2006 so there have been no expenditures to date. Due to the fact the county has experienced difficulty in finding acceptable projects, the 5-year goal should be revised downward.

Priority #13 Provide needed public services to LMI persons – 5 year objective – 3,000

In 2006, a total of 973 persons were provided public services. The objective will be more than met during the 5-year period of the Consolidated Plan.

Priority #14 Provide assistance to construct or rehabilitate senior centers and other public facilities – 5-year objective – 5 senior centers and up to 8 other public facilities.

In 2006, assistance was provided to 1 senior center and 1 neighborhood facility. The County is unlikely to meet the Consolidate Plan objective. Due to funding constraints, housing and economic development activities are higher priorities for funding.

2. Dane County does not plan to change any program objectives at this time.
3. Dane County did pursue the resources indicated in the Consolidated Plan to leverage additional funding. In addition, the County signed all requested Certificates of Consistency, which were primarily for Continuum of Care projects. The County did not hinder Consolidated Plan implementation by action or willful inaction.
4. All Dane County funds met CDBG national objectives and complied with overall benefit certification.
5. Dane County prefers to minimize displacement if at all possible. No displacement occurred in 2006.
6. A total of 41 jobs were created in 2006, mainly service related positions.
7. The County requires demographic and racial information for both presumed benefit and limited clientele benefit activities. Upon review of the reports, it was determined that well over 51% of low and moderate income persons benefited from these activities in 2006.
8. A total of \$208,982.87 is reflected in the IDIS Financial Summary Report, PR26. There were no float funded activities. The breakdown of program income is as follows: economic development - \$116,077.72; housing mortgage downpayment assistance - \$64,901.32; housing rehabilitation - \$28,003.83.
9. A prior year adjustment in the amount of \$99,030 was made in 2006 to adjust the public service CAP calculation and \$53,550 to adjust the planning and administration CAP calculation. This was due to not using the prior year flag for 2005.
10. Dane County has not made any float loans in 2006. A total of \$1,650,041 in HOME funded housing loans and \$703,506.40 were outstanding at the end of 2006. All housing loans are 0% deferred payment loans that are due upon the sale of the homes. Approximately \$665,000 in economic development loans were outstanding at the end of 2006 with varying interest rates. These generated approximately \$120,000 in revolving fund income.
11. There were no lump sum agreements.
12. A total of 2 rental units were rehabilitated under the HOME program. Also, a total of 11 single family homes were also rehabilitated under the HOME major

home rehabilitation projects and 49 under the CDBG minor home rehabilitation program.

13. In 2006, Dane County made significant progress toward meeting its NRSA benchmarks. The Town of Madison completed storm sewer construction on Nygard Street and Sundstrom Street alleviating localized flooding. The South Madison Economic Development Administration (EDA, a division of the U.S. Department of Commerce) project, which included the West Beltline Frontage Road connection to Ski Lane; bridge construction over the railroad; installation of traffic signals at Rimrock Road; sidewalk construction along the frontage road, Rimrock Road and Lake George Road; a pedestrian tunnel under the railroad; bicycle lanes along the frontage road and Ski Lane; and street lighting and trees along the frontage road and East Badger Road.

New square feet of commercial space: 223,000

New public investment: \$1,750,000 for public infrastructure

New private investment: \$18,000,000 for new commercial buildings

In addition, in 2006 the construction of the 16-unit rental facility for very low income adults with developmental disabilities was completed and fully occupied. Housing and job related services were provided in the NRSA area by Joining Forces with Families.

## **Antipoverty Strategy**

1. Describe actions taken during the last year to reduce the number of persons living below the poverty level.

Program Year 3 CAPER Antipoverty Strategy response:

Dane County has an economic development component that is aimed at providing funding for employers who will create new jobs for low income persons. Wisconsin Women's Business Initiative Corporation is another agency that provides training and technical assistance to low income persons for job and entrepreneurial skills.

## **NON-HOMELESS SPECIAL NEEDS**

### **Non-homeless Special Needs**

\*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.

1. Identify actions taken to address special needs of persons that are not homeless but require supportive housing, (including persons with HIV/AIDS and their families).

Program Year 3 CAPER Non-homeless Special Needs response:

Movin' Out provided mortgage downpayment assistance to persons with disabilities or had a person with disabilities in their household. This enabled persons with disabilities to find a home in Dane County that would fit their medical needs.

## Specific HOPWA Objectives

\*Please also refer to the HOPWA Table in the Needs.xls workbook.

1. Overall Assessment of Relationship of HOPWA Funds to Goals and Objectives  
Grantees should demonstrate through the CAPER and related IDIS reports the progress they are making at accomplishing identified goals and objectives with HOPWA funding. Grantees should demonstrate:
  - a. That progress is being made toward meeting the HOPWA goal for providing affordable housing using HOPWA funds and other resources for persons with HIV/AIDS and their families through a comprehensive community plan;
  - b. That community-wide HIV/AIDS housing strategies are meeting HUD's national goal of increasing the availability of decent, safe, and affordable housing for low-income persons living with HIV/AIDS;
  - c. That community partnerships between State and local governments and community-based non-profits are creating models and innovative strategies to serve the housing and related supportive service needs of persons living with HIV/AIDS and their families;
  - d. That through community-wide strategies Federal, State, local, and other resources are matched with HOPWA funding to create comprehensive housing strategies;
  - e. That community strategies produce and support actual units of housing for persons living with HIV/AIDS; and finally,
  - f. That community strategies identify and supply related supportive services in conjunction with housing to ensure the needs of persons living with HIV/AIDS and their families are met.
  
2. This should be accomplished by providing an executive summary (1-5 pages) that includes:
  - a. Grantee Narrative
    - i. Grantee and Community Overview
      - (1) A brief description of your organization, the area of service, the name of each project sponsor and a broad overview of the range/type of housing activities and related services
      - (2) How grant management oversight of project sponsor activities is conducted and how project sponsors are selected
      - (3) A description of the local jurisdiction, its need, and the estimated number of persons living with HIV/AIDS
      - (4) A brief description of the planning and public consultations involved in the use of HOPWA funds including reference to any appropriate planning document or advisory body
      - (5) What other resources were used in conjunction with HOPWA funded activities, including cash resources and in-kind contributions, such as the value of services or materials provided by volunteers or by other individuals or organizations
      - (6) Collaborative efforts with related programs including coordination and planning with clients, advocates, Ryan White CARE Act planning bodies, AIDS Drug Assistance Programs, homeless assistance programs, or other efforts that assist persons living with HIV/AIDS and their families.
  
    - ii. Project Accomplishment Overview

- (1) A brief summary of all housing activities broken down by three types: emergency or short-term rent, mortgage or utility payments to prevent homelessness; rental assistance; facility based housing, including development cost, operating cost for those facilities and community residences
  - (2) The number of units of housing which have been created through acquisition, rehabilitation, or new construction since 1993 with any HOPWA funds
  - (3) A brief description of any unique supportive service or other service delivery models or efforts
  - (4) Any other accomplishments recognized in your community due to the use of HOPWA funds, including any projects in developmental stages that are not operational.
- iii. Barriers or Trends Overview
- (1) Describe any barriers encountered, actions in response to barriers, and recommendations for program improvement
  - (2) Trends you expect your community to face in meeting the needs of persons with HIV/AIDS, and
  - (3) Any other information you feel may be important as you look at providing services to persons with HIV/AIDS in the next 5-10 years
- b. Accomplishment Data
- i. Completion of CAPER Performance Chart 1 of Actual Performance in the provision of housing (Table II-1 to be submitted with CAPER).
  - ii. Completion of CAPER Performance Chart 2 of Comparison to Planned Housing Actions (Table II-2 to be submitted with CAPER).

Program Year 3 CAPER Specific HOPWA Objectives response:  
N/A

## OTHER NARRATIVE

Include any CAPER information that was not covered by narratives in any other section.

Program Year 3 CAPER Other Narrative response: